

REMOVAL OF HAZARDOUS AND NON-HAZARDOUS WASTE (CONSTRUCTION) LEVEL 2

WASTE MANAGEMENT INDUSTRY TRAINING AND ADVISORY BOARD

NATIONAL VOCATIONAL QUALIFICATION

**COMPETENCE STANDARDS FOR THE
REMOVAL OF HAZARDOUS AND
NON-HAZARDOUS WASTE
(CONSTRUCTION)**

NATIONAL VOCATIONAL QUALIFICATION

AT

LEVEL 2

Mandatory Units

R/102/3275	Conform to General Workplace Safety
Y/102/3276	Conform to Efficient Work Practices
D/102/3277	Move and Handle Resources

Plus

Either

Licensed Asbestos Removal Option:

A/104/0331	Install and Remove Licensed Asbestos Enclosure and Containment Areas
F/104/0332	Licensed Asbestos Removal

Or

Hazardous Waste Removal Option:

J/104/0333	Install and Remove Hazardous Waste Containment Areas
L/104/0334	Remove Hazardous Waste

Or

Non-Hazardous Waste Removal Option:

M/103/3683	Establish Work Area Protection and Safety
R/104/0335	Remove Non-Hazardous Waste

ADDITIONAL UNITS

L/103/3691	Erect and Dismantle Access/Working Platforms Equipment
Y/104/0336	Repair and Encapsulate Asbestos Materials
D/103/6224	Operate Plant or Machinery for Accessing
M/103/3716	Operate Specialist Power Tools and Equipment

REMOVAL OF HAZARDOUS AND NON-HAZARDOUS WASTE (CONSTRUCTION) LEVEL 2

Unit No. R/102/3275

Conform to General Workplace Safety

Description:

This unit, in the context of your occupation and work environment, is about:

- awareness of relevant current statutory requirements and official guidance
- personal responsibilities relating to workplace safety, wearing appropriate personal protective equipment (PPE) and compliance with warning/safety signs
- personal behaviour in the workplace
- security in the workplace

Performance Criteria You must be able to:	Scope of Performance Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Identify hazards associated with the workplace and record and report in accordance with organisational procedure.	Hazards, associated with the workplace and occupations at work, are recorded and/or reported.
2 Comply with all workplace safety legislation requirements at all times.	Safe use of general personal protective equipment (PPE) when in the work environment, in accordance with legislation and/or organisational requirements. Adherence to statutory requirements and/or safety notices and warning signs displayed in the workplace. <i>Safe use of fire extinguishers, as appropriate to the fire.</i>
3 Comply with and maintain all organisational security arrangements and approved procedures.	Organisational procedures for maintaining the security of the workplace: <ul style="list-style-type: none">– during the working day– on completion of the day's work– from unauthorised personnel (other operatives and/or the general public)– from theft.
4 Comply with all emergency procedures in accordance with organisational policy.	<i>Organisational procedures in case of accident and/or fire.</i>

Unit No. R/102/3275: Conform to General Workplace Safety

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 1</i> <i>Identification of hazards</i></p> <p>The hazards associated with the occupational area.</p> <p>The method of reporting hazards in the workplace.</p> <p><i>Performance Criteria 2</i> <i>Workplace safety</i></p> <p>What safety legislation notices are relevant to the occupational area.</p> <p>Why and when personal protective equipment (PPE) should be used.</p> <p><i>Performance Criteria 3</i> <i>Security arrangements</i></p> <p>How security arrangements are implemented in the workplace.</p> <p><i>Performance Criteria 4</i> <i>Emergency procedures</i></p> <p>What the organisational emergency procedures are.</p> <p>What the types of fire extinguishers are and how they are used.</p>	<p>Emergency procedures In accordance with organisational requirements:</p> <ul style="list-style-type: none">– accidents and emergencies associated with the type of work being undertaken and the work environment. <p>Fire extinguishers Water, CO₂, foam, powder, vaporising liquid and their uses.</p> <p>Hazards Associated with the occupational area:</p> <ul style="list-style-type: none">– resources, workplace, environment, substances, equipment, obstructions, storage, services and work activities. <p>Notices Statutory requirements and/or official guidance for the occupation and the work area.</p> <p>Personal protective equipment (PPE) As required for the general work environment:</p> <ul style="list-style-type: none">– e.g. helmet, ear defenders, overalls, safety footwear and high visibility vests/ jackets. <p>Reporting Organisational recording procedures and statutory requirements.</p> <p>Security Organisational procedures relating to the general public, site personnel and resources.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit R/102/3275 Conform to General Workplace Safety

PC1

- Workplace risk assessment
- Risk Assessment: Other associated activities
- COSHH Risk Assessment
- Organisation Procedures
- Reporting practices

PC2

- Company Policy/Procedures
- Method Statement
- PPE appropriate to the activity
- Fire extinguisher information
- Safety notices/warning signs

PC3

- Company procedures
- Breaches of security
- Reporting procedures: Unauthorised personnel; theft
- Protection of resources

PC4

- Company procedures
- Activating alarms: fire
- Health and safety policy
- Reporting accidents and near misses

Unit No. Y/102/3276
Conform to Efficient Work Practices

Description:

This unit, in the context of your occupation and work environment, is about:

- interpreting information
- planning and carrying out productive, efficient working practices
- working with others or as an individual

Performance Criteria You must be able to:	Scope of Performance Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Communicate with others to establish productive work relationships.	Communication with colleagues/clients to ensure that the work is carried out efficiently.
2 Follow organisational procedures to maintain good work relationships.	Procedures and use of resources, allocation of work and method of work. Work carried out in conjunction with others.
3 Maintain records in accordance with the organisational procedures.	Documentation required by the organisation is completed.

Unit No. Y/102/3276: Conform to Efficient Work Practices

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 1</i> <i>Communicate with others</i></p> <p>The methods of communication with other workplace personnel and/or client.</p> <p><i>Performance Criteria 2</i> <i>Work relationships</i></p> <p>How organisational procedures are applied to maintain good work relationships.</p> <p><i>Performance Criteria 3</i> <i>Maintain records</i></p> <p>How to maintain documentation in accordance with organisational procedures.</p>	<p>Communication Written, oral and electronic.</p> <p>Documentation Job cards, worksheets, material/resources lists and time sheets.</p> <p>Procedures Use of resources for own and other's work requirements. Allocation of appropriate work to employees. Organisation of work sequence.</p> <p>Relationships Individuals, workplace groups (client and/or operative, operative and line management, own occupation and allied occupations).</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit Y/102/3276 Conform to Efficient Work Practices

PC1

- Co-operating with others in providing help and information
- Seeking help and information from others
- How to deal with differences of opinion
- Limits of your own ability
- What information or help you are permitted to give others

PC2

- Company Policy/Procedures
- Allocation of resources
- Method statements
- Methods of communication

PC3

- Company procedures
- Reporting procedures
- Record keeping
- Resource and equipment records

Unit No. D/102/3277
Move and Handle Resources

Description:

This unit, in the context of your occupation and work environment, is about:

- following instructions
- adopting safe and healthy working practices
- selecting materials, components and equipment
- handling, moving and storage of materials and components by manual procedures and lifting aids

Performance Criteria	Scope of Performance
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Comply with the given information to move and store resources to maintain safe work practices.	Safe use of personal protective equipment (PPE) to carry out the activity, in accordance with legislation and/or organisational requirements. Safe use and storage of lifting aids and equipment. <i>Safe use of fire extinguishers, as appropriate to the fire.</i>
2 Select the resources to be stored and ensure they conform to the given information.	Selection of resources to be moved and/or stored: <ul style="list-style-type: none">– own work and that of the team– materials, components and fixings– tools and equipment.
3 Comply with the given information to prevent damage to the product and surrounding environment.	Protection of the product and its surrounding area from damage. Disposal of waste packaging in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. D/102/3277:
Move and Handle Resources

Performance Criteria You must be able to:	Scope of Performance Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
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- 4 Comply with the given product information to carry out the work efficiently to the required guidance.

Work skills to:

- move, position, secure and use lifting aids and kinetic lifting techniques.

Handle and store occupational resources to meet product information and/or organisational requirements relating to:

- sheet material
 - loose material
 - bagged or wrapped material
 - fragile material
 - components
 - liquid material.
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**Unit No. D/102/3277:
Move and Handle Resources**

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 1</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>The types of fire extinguishers and how and when they are used.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the reports.</p> <p>Why and when personal protective equipment (PPE) should be used.</p> <p><i>Performance Criteria 2</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be handled and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries etc.</p> <p>Fire extinguishers Water, CO₂, foam, powder and their uses.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Technical, product and regulatory: – oral, written, graphical presentation.</p> <p>Legislation and official guidance This relates to the operative's understanding of potential accidents and health hazards when working: – on site, below ground level, at height, with tools and equipment, with materials and manual handling.</p> <p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence for: – manual handling and storage – maintenance of lifting aids.</p> <p>Needs of other occupations associated with the resources.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p>

Unit No. D/102/3277:
Move and Handle Resources

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 3</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 4</i> <i>Comply with product information</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p>	<p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none">– own authority to rectify– organisational reporting procedures. <p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none">– materials, components, fixings, fittings and ancillary items– hand and/or powered tools and equipment– internally or externally supplied. <p>Security procedures Site, workshop/workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit D/102/3277 Move and Handle Resources

PC1

- Company procedures
- PPE for the relevant activity
- Mechanical handling to store resources
- Labelling conventions appropriate to the stored resources
- Safe use of fire extinguishers as appropriate to the fire
- Environmental Protection

PC2

- Company Policy/Procedures
- Allocation of resources
- Method statements
- Methods of communication
- Select resources: own work; others within the team
- Materials; components; fixings; tools; equipment

PC3

- Company procedures
- Disposal of waste packaging
- Record keeping
- Protection of the environment
- Cleanliness of work area

PC4

- Company procedures
- Method statement
- Mechanical handling to move/position product
- Handling procedures appropriate to product and resources
- Storage procedures appropriate to product and resources
- Labelling conventions appropriate to product and resources
- PPE for the relevant activity
- Protection of the environment

Unit No. A/104/0331**Install and Remove Licensed Asbestos Enclosure or Containment Areas**

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- preparing, setting up and dismantling enclosures or containment areas for the removal of licensed asbestos materials

Performance Criteria You must be able to:	Scope of Performance
1 Interpret the given information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.– Specialist PPE
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. A/104/0331**Install and Remove Licensed Asbestos Enclosure or Containment Areas**

Performance Criteria (continued) You must be able to:	Scope of Performance (continued)
5 Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: <ul style="list-style-type: none">– measure, mark out, fit, set up, position, erect, secure, inspect, maintain, test, dismantle and remove. Use and maintain: <ul style="list-style-type: none">– hand tools– portable power tools– ancillary equipment– test equipment– electrical isolators. Install, maintain and remove to given working instructions one or more of the following: <ul style="list-style-type: none">– enclosure area for the removal of licensed asbestos– containment area for the removal of licensed asbestos.
6 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

Unit No. A/104/0331:**Install and Remove Licensed Asbestos Enclosure or Containment Areas**

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, specifications, schedules, manufacturers' information, regulations and approved Codes of Practice.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p>Maintenance Operative care of hand tools and/or portable power tools, ancillary equipment, enclosure and containment area test equipment.</p>

Unit No. A/104/0331:

Install and Remove Licensed Asbestos Enclosure or Containment Areas

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work</p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none">– install, maintain and remove enclosure areas for the removal of licensed asbestos– install, maintain and remove work areas and transit routes– install and remove hygiene units– install, maintain, run and remove airlocks, bag locks and negative pressure units– read voltmeters and pressure gauges– position clear viewing panels– damp down, clean, clear, seal and remove deposits or dust containing asbestos– use inspection equipment– conduct enclosure integrity tests– use hand tools, power tools and equipment– work at height– use access equipment. <p>Team work, witnessing requirements and communication.</p> <p>Needs of other occupations associated with licensed asbestos enclosure or containment areas.</p> <p>Personal protective equipment (PPE)</p> <p>Occupational use, types, purpose of each type and work situations.</p> <ul style="list-style-type: none">– use and maintenance of respiratory equipment– use of specialist PPE garments <p>Problems</p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none">– own authority to rectify– organisational reporting procedures.

Unit No. A/104/0331:**Install and Remove Licensed Asbestos Enclosure or Containment Areas**

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none">– decontamination units– controlled wet stripping materials and equipment– sheet materials, tapes, ties or adhesives– removal materials and equipment– hand and powered tools and equipment– test equipment. <p>Methods of calculating quantity, length and area associated with the procedure to install and remove licensed enclosures or containment areas.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit A/104/0331 Install and Remove Licensed Asbestos Enclosure and Containment Areas

PC1

- Workplace sketches
- Method Statement
- Risk Assessment: Asbestos and non-asbestos
- COSHH Risk Assessments
- Programme of works/multiple areas

PC2

- Company Procedures
- Mask Inspection Sheets
- Method Statement
- Risk Assessments
- PPE Requirements
- Access equipment inspection records
- Equipment records for use as appropriate
- Emergency Procedures/own authority to rectify situation
- Environmental Protection

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling working enclosures
- Materials relevant to removing asbestos
- Tools and equipment appropriate to asbestos removal

PC4

- Enclosure construction
- Evidence of pre-clean
- Evidence of transit route containment
- Environmental protection arrangements

PC5

- Method Statement: Plan of Work – Sketch
- De-contamination Unit requirements
- Wet-strip requirements
- Negative-air requirements
- Plant and equipment requirements specific to asbestos removal

PC 6

- Programme of Work
- Method Statement

Unit No. F/104/0332
Licensed Asbestos Removal

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- preparing, stripping, clearing and moving licensed asbestos materials

Performance Criteria You must be able to:	Scope of Performance
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">- methods of work- safe use of personal protective equipment (PPE)- safe use of access equipment- safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">- materials, components and fixings- tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. F/104/0332: Licensed Asbestos Removal

Performance Criteria (continued)	Scope of Performance (continued)
You must be able to:	
5 Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: <ul style="list-style-type: none">– quantify, identify, dismantle, sort, seal and remove. Use and maintain: <ul style="list-style-type: none">– hand tools– ancillary equipment. Strip, handle and remove licensed asbestos materials to <u>given</u> working instructions.
6 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: <ul style="list-style-type: none"> – fires, spillages, injuries – relating to the occupational activity. </p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, plan of work, specifications, schedules, manufacturers' information and approved codes of practice.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: <ul style="list-style-type: none"> – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. </p> <p>Maintenance Operative care of hand tools and control measures.</p>

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work</p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – suppress fibres and control exposure – assess and monitor personal exposure levels – carry out personal decontamination – wet strip using wet injection and spraying techniques – shadow vacuum – handle and dispose of asbestos – remove licensed asbestos by the glove and bag method – use hand tools and equipment – work at height – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with licensed asbestos removal.</p> <p>Personal protective equipment (PPE)</p> <p>Occupational use, types, purpose of each type and work situations, including respiratory protection equipment (RPE).</p> <p>Problems</p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme</p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p>

Unit No. F/104/0332: Licensed Asbestos Removal

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to given control measures.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit F/104/0332 Licensed Asbestos Removal

PC1

- Work Plan
- Standard Work Procedures
- Non-Asbestos Risk Assessment
- COSHH Risk Assessments

PC2

- Company Procedures
- Mask Inspection Sheets
- Method Statement
- Risk Assessments
- PPE Requirements
- Access equipment inspection records
- Equipment records for use as appropriate
- Emergency Procedures/own authority to rectify situation

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling working enclosures
- Materials relevant to removing asbestos
- Tools and equipment appropriate to asbestos removal

PC4

- Enclosure construction
- Evidence of pre-clean
- Evidence of transit route containment
- Environmental protection arrangements

PC5

- Method Statement: Plan of Work – Sketch
- De-contamination Unit requirements
- Wet-strip requirements
- Negative-air requirements
- Plant and equipment requirements specific to asbestos removal

PC 6

- Programme of Work
- Method Statement

Unit No. J/104/0333**Install and Remove Hazardous Waste Containment Areas**

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment to contain hazardous waste
- preparing, setting up and dismantling containment areas for the removal of hazardous waste

Performance Criteria You must be able to:	Scope of Performance
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. J/104/0333:
Install and Remove Hazardous Waste Containment Areas

Performance Criteria (continued) You must be able to:	Scope of Performance (continued)
<p>5 Comply with contract information to carry out the work efficiently to the required specification.</p>	<p>Demonstration of work skills to:</p> <ul style="list-style-type: none">– measure, mark out, fit, set up, position, erect, secure, maintain, dismantle and remove. <p>Use and maintain:</p> <ul style="list-style-type: none">– hand tools– portable power tools– ancillary equipment. <p>Install, maintain and remove a containment area for materials defined as hazardous waste by current legislation to <u>given</u> working instructions for at least two of the following:</p> <ul style="list-style-type: none">– oily waste– fluorescent light tubes– electrical equipments– paint wastes– unlicensed asbestos– contaminated soil
<p>6 Complete the work within the allocated time, in accordance with the programme of work.</p>	<p>Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.</p>

**Unit No. J/104/0333:
Install and Remove Hazardous Waste Containment Areas**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, specifications, schedules, manufacturers' information, regulations and approved codes of practice.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p>Maintenance Operative care of hand tools, portable power tools and ancillary equipment.</p>

**Unit No. J/104/0333:
Install and Remove Hazardous Waste Containment Areas**

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – install, maintain and remove containment areas for hazardous waste – install, maintain and remove work areas and transit routes – install and remove hygiene facilities – apply handling, sorting and segregation methods – damp down, clean, clear, seal and remove deposits or dust – use of inspection equipment – use hand tools, power tools and equipment – work at height – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with hazardous waste containment areas.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <ul style="list-style-type: none"> – use and maintenance of respiratory protective equipment – use of specialist PPE garments. <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p>

**Unit No. J/104/0333:
Install and Remove Hazardous Waste Containment Areas**

<p>Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none"> – hygiene facilities – sheet materials, tapes, ties or adhesives – removal materials including absorbents – containers – hand and powered tools and equipment. <p>Methods of calculating quantity, length, and area associated with the procedure to install and remove hazardous waste containment areas.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit J/104/0333 Install and Remove Hazardous Waste Containment Areas

PC1

- Working Plan/Sketches
- Method Statements
- Risk Assessment: Hazardous Waste Removal
- Risk Assessment: Other associated activities
- COSHH Risk Assessment
- Programme of work
- Safety Data Sheets

PC2

- Company Policy/Procedures
- Method Statement
- Risk Assessment
- Plant/Equipment records for use as appropriate
- PPE appropriate to the activity
- Respiratory equipment inspection records

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling working enclosures
- Materials relevant to removing asbestos
- Tools and equipment appropriate to asbestos removal

PC4

- Method Statement identifying materials
- Safety Data Sheets
- Selection of Plant, Equipment and Materials
- Maintenance records
- Packaging, storage, separation/segregation requirements
- Labelling of waste materials
- Environmental Protection

PC5

- Method statement
- Plant equipment relevant to removal of hazardous waste
- Risk assessments
- PPE
- Environmental Protection

PC 6

- Programme of Work
- Method Statement

Unit No. L/104/0334
Remove Hazardous Waste

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment to remove hazardous waste
- preparing for and removing hazardous waste.

Performance Criteria You must be able to:	Scope of Performance
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

**Unit No. L/104/0334:
Remove Hazardous Waste**

Performance Criteria (continued) You must be able to:	Scope of Performance (continued) Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
5 Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: <ul style="list-style-type: none">– measure, mark out, fit, position, secure, store and dismantle and remove. Use and maintain: <ul style="list-style-type: none">– hand tools– portable power tools– ancillary equipment. Prepare and remove materials defined as hazardous waste by current legislation to <u>given</u> working instructions for at least two of the following: <ul style="list-style-type: none">– oily waste– fluorescent light tubes– electrical equipment– paint wastes– unlicensed asbestos-containing materials– contaminated soil
6 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. L/104/0334:
Remove Hazardous Waste**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupation.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, specifications, schedules, manufacturers' information and approved Codes of Practice.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p>Maintenance Operative care of hand tools and portable power tools and ancillary equipment.</p>

**Unit No. L/104/0334:
Remove Hazardous Waste**

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – identify hazardous waste – apply handling techniques for different types of hazardous waste – store different hazardous wastes – remove hazardous waste from site – use hand tools, power tools and equipment – work at height – work in confined spaces – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with the removal of hazardous waste.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p>

**Unit No. L/104/0334:
Remove Hazardous Waste**

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none">– containers– hand and powered tools and equipment. <p>Methods of calculating quantity, length, area and wastage associated with the procedure to remove hazardous waste.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit L/104/0334 Remove Hazardous Waste

PC1

- Work plan/sketches
- Method statement
- Risk Assessment: Hazardous Waste Removal
- Risk Assessment: Other associated activities
- COSHH Risk Assessment
- Programme of work: multiple areas

PC2

- Company procedures
- Method statement
- Risk assessment
- PPE requirements
- Access equipment inspection records
- Equipment records for use as appropriate
- Emergency procedures/own authority to rectify situations

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling a working enclosure
- Materials, tools and equipment relevant to Hazardous Waste removal

PC4

- Containment area construction/sketch
- Evidence of pre-clean
- Environmental protection arrangements

PC5

- Method statement
- Plan of work/sketch
- Materials, tools and equipment relevant to removal of Hazardous Waste

PC6

- Programme of work
- Method statement

Unit No. M/103/3683
Establish Work Area Protection and Safety

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- determining the protection and safety requirements
- preparing, providing for and maintaining the protection and safety of the occupational area of work

Performance Criteria You must be able to:	Scope of Performance Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Interpret the given information relating to the work and resources to confirm its relevance.	Interpretation of drawings, plans, method statements, specifications, schedules, site inspections, manufacturers' information, related to the work to be carried out.
2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.	Safe use of personal protective equipment (PPE) to carry out the activity, in accordance with legislation and/or organisational requirements. Safe use and storage of tools and equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. M/103/3683:
Establish Work Area Protection and Safety

Performance Criteria (continued) You must be able to:	Scope of Performance (continued) Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
<p>5 Comply with the given contract information to carry out the work efficiently to the required specification.</p>	<p>Work skills to:</p> <ul style="list-style-type: none">– measure, set out, position, assemble, construct, secure and dismantle. <p>Use and maintain:</p> <ul style="list-style-type: none">– hand tools– portable power tools– ancillary equipment. <p>Install, maintain and remove temporary protection and safety arrangements of the work area, to contractor's working instructions, relating to:</p> <ul style="list-style-type: none">– barriers/temporary structures– protection and safety notices– safety lighting.
<p>6 Complete the work within the allocated time, in accordance with the programme of work.</p>	<p>Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.</p>

**Unit No. M/103/3683:
Establish Work Area Protection and Safety**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: <ul style="list-style-type: none"> – fires, spillages, injuries – relating to the occupational area. </p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, specifications, plans, method statement, schedules, site inspections, manufacturers' information and regulations governing buildings.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: <ul style="list-style-type: none"> – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. </p> <p>Maintenance Operative care of hand tools and/or portable power tools and ancillary equipment.</p>

Unit No. M/103/3683:
Establish Work Area Protection and Safety

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – plan for the protection and the safety of the work and surrounding environment – install and maintain the protection and safety of the work and surrounding environment – remove protection and safety arrangements from the work area – use hand tools, power tools and equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with providing for and maintaining the protection and safety of the work area.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p>

Unit No. M/103/3683:
Establish Work Area Protection and Safety

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none">– safety and security barriers– protection and safety notices– temporary structures– signs and lighting– hand and/or powered tools and equipment. <p>Methods of calculating quantity, length and area.</p> <p>Security procedures Site, workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit M/103/3683 Establish Work Area Protection and Safety

PC1

- Working Plan/Sketches
- Method Statements
- Risk Assessment: Other associated activities
- COSHH Risk Assessment
- Programme of work
- Safety Data Sheets
- Environmental Protection

PC2

- Company Policy/Procedures
- Method Statement
- Risk Assessment
- Plant/Equipment records for use as appropriate
- PPE appropriate to the activity
- Respiratory equipment inspection records (as required)

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling working enclosures
- Materials relevant to removing appropriate waste
- Tools and equipment appropriate to waste removal

PC4

- Method Statement identifying materials
- Safety Data Sheets
- Selection of Plant, Equipment and Materials
- Maintenance records
- Packaging, storage, separation/segregation requirements
- Labelling of waste materials
- Environmental Protection

PC5

- Method statement
- Plant equipment relevant to removal of appropriate waste
- Risk assessments
- PPE

PC 6

- Programme of Work
- Method Statement

Unit No. R/104/0335:
Remove Non-hazardous Waste

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment required to remove non-hazardous waste
- collecting, sorting, storing and removing non-hazardous waste

Performance Criteria You must be able to:	Scope of Performance
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. R/104/0335:
Remove Non-hazardous Waste

Performance Criteria (continued) You must be able to:	Scope of Performance (continued)
5 Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: <ul style="list-style-type: none">– quantify, segregate, position, collect, sort, contain, store and secure. ?????? Use and maintain: <ul style="list-style-type: none">– hand tools– portable power tools– ancillary equipment. Prepare, sort and store materials defined as non-hazardous waste by current legislation to <u>given</u> working instructions for at least three of the following: <ul style="list-style-type: none">– rubble– timber– metal– cardboard or paper– plastics– fabrics
6 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. R/104/0335:
Remove Non-hazardous Waste**

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, specifications, schedules, manufacturers' information and approved codes of practice.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p>Maintenance Operative care of hand tools and portable power tools and ancillary equipment.</p>

**Unit No. R/104/0335:
Remove Non-hazardous Waste**

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – ensure sustainability in the built environment, including reuse opportunities – restrict environmental effects of waste – identify hazardous waste – identify non-hazardous waste – sort non-hazardous waste – contain non-hazardous waste – identify suitable storage areas – store non-hazardous waste – use hand tools, power tools and equipment – work at height – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with the removal of non-hazardous waste.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p>

**Unit No. R/104/0335:
Remove Non-hazardous Waste**

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none">– containers.– hand and powered tools and equipment.– storage equipment and areas. <p>Methods of calculating quantity, length, area and wastage associated with the procedure to remove non-hazardous waste.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit R/104/0335 Remove Non-Hazardous Waste

PC1

- Work plan/sketches
- Method statement
- Risk Assessment: Non-Hazardous Waste Removal
- Risk Assessment: Other associated activities
- COSHH Risk Assessment
- Programme of work: multiple areas

PC2

- Company procedures
- Method statement
- Risk assessment
- PPE requirements
- Access equipment inspection records
- Equipment records for use as appropriate
- Emergency procedures/own authority to rectify situations

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling a working enclosure
- Materials, tools and equipment relevant to Non-Hazardous Waste removal

PC4

- Containment area construction/sketch
- Evidence of pre-clean
- Environmental protection arrangements

PC5

- Method statement
- Plan of work/sketch
- Materials, tools and equipment relevant to removal of Non-Hazardous Waste

PC6

- Programme of work
- Method statement

Unit No. L/103/3691:
Erect and Dismantle Access/Working Platforms Equipment

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and preparing materials, components and associated equipment
- providing protection to the work area
- erecting and dismantling access equipment suitable for the work operations

Performance Criteria	Scope of Performance
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Interpret the given information relating to the work and resources to confirm its relevance.	Interpretation of specifications, current regulations, risk assessment(s) and/or method statements and manufacturers' information related to the work to be carried out.
2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.	Safe use of personal protective equipment (PPE) and access equipment to carry out the activity, in accordance with current legislation and/or organisational requirements. Safe use and storage of tools and equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials and components– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Maintain a clean work space.

**Unit No. L/103/3691:
Erect and Dismantle Access/Working Platforms Equipment**

Performance Criteria (continued) You must be able to:	Scope of Performance (continued) Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
<p>5 Comply with the given contract information to carry out the work efficiently to the required specification.</p>	<p>Work skills to:</p> <ul style="list-style-type: none">– move, position/erect, secure, check, dismantle and remove. <p>Use and maintain:</p> <ul style="list-style-type: none">– tools and ancillary equipment. <p>Erect, dismantle and store any two from the following access equipment to given access regulations:</p> <ul style="list-style-type: none">– ladders– stepladders/platform steps– proprietary towers– trestle platforms– mobile scaffold towers (tube and fitting)– proprietary staging/podiums.
<p>6 Complete the work within the allocated time, in accordance with the programme of work.</p>	<p>Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.</p>

Unit No. L/103/3691:: Erect and Dismantle Access/Working Platforms Equipment

<p>Knowledge and Understanding relating to Performance Criteria You must know and understand:</p>	<p>Scope of Knowledge and Understanding The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the reports.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – injuries.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Specifications, current legislation, risk assessments, method statements and manufacturers' information.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, in confined areas, at height, with tools and equipment, to move/store materials by manual handling.</p> <p>Maintenance Operative care of tools and ancillary equipment.</p> <p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence to: – provide protection to the work area – establish a base for equipment – erect proprietary access equipment to manufacturer's instructions suitable for the work – erect non-proprietary access equipment suitable for the work – place protective screens and notices – check/monitor equipment during the period of use – dismantle and store access equipment – use tools and equipment.</p> <p>Team work and communication.</p> <p>Needs of other occupations associated with erecting and dismantling access equipment.</p>

**Unit No. L/103/3691:
Erect and Dismantle Access/Working Platforms Equipment**

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p> <p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work: <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. </p> <p>Programme Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist: <ul style="list-style-type: none"> – ladders – stepladders/platform steps – trestles – proprietary staging/podiums – proprietary towers – tubes and fittings – protective workplace materials – tools and ancillary equipment. </p> <p>Methods of calculating quantity of equipment required associated with the method/procedure to erect and dismantle access equipment.</p> <p>Security procedures Site, workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit L/103/3691: Erect and Dismantle Access/Working Platforms Equipment

PC1

- Method statement
- Plan of work/Sketch
- Risk assessment for activity
- Programme of work
- PPE relevant to activity

PC2

- Method statement
- Plan of work/Sketch
- Risk assessment for activity
- Programme of work
- PPE relevant to activity
- Tools and equipment appropriate to work
- Equipment maintenance records
- Manufacturers instruction sheets

PC3

- Specialist PPE equipment relevant to work
- Method statement
- Risk assessment for activity
- Manufacturers instruction sheets

PC4

- Installation of exclusion zone
- PPE equipment relevant to work
- Risk assessment for activity
- Cleanliness of work area
- Environmental Protection

PC5

- Method statement
- PPE relevant to work
- Manufacturers instruction sheets
- Risk assessment for activity
- Programme of work

PC6

- Programme of work
- Method statement

Unit No. Y/104/0336**Repair or Encapsulate Asbestos Materials**

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- repairing or encapsulating asbestos or assisting with the repair or encapsulation of asbestos

Performance Criteria You must be able to:	Scope of Performance
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of method statements, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2 Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of tools and associated equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

Unit No. Y/104/0336:
Repair or Encapsulate Asbestos Materials

Performance Criteria (continued) You must be able to:	Scope of Performance (continued)
5 Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: <ul style="list-style-type: none">– measure, mark out, fit, mix, finish, position, secure and seal. Use and maintain: <ul style="list-style-type: none">– hand tools– ancillary equipment Repair or encapsulate asbestos-containing materials to working instructions for at least one of the following: <ul style="list-style-type: none">– insulation– insulation boards– ceiling tiles– blankets, rope and woven cloth– cement products– sprayed coatings– bitumen products.
6 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. Y/104/0336:
Repair or Encapsulate Asbestos Materials**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none"> – fires, spillages, injuries – relating to the occupational activity. <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, method statements, specifications, schedules, manufacturers' information, approved codes of practice and regulations governing buildings.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working:</p> <ul style="list-style-type: none"> – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. <p>Maintenance Operative care of hand tools and ancillary equipment.</p>

**Unit No. Y/104/0336:
Repair or Encapsulate Asbestos Materials**

<p>Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> – set up enclosure and containment areas – encapsulate asbestos-containing materials – repair asbestos-containing materials – use hand tools and equipment – power tools used for encapsulation – work at height – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with the repair or encapsulation of asbestos-containing materials.</p> <p>Personal protective equipment (PPE) Occupational use, type, purpose of each type and work situations, including respiratory protective equipment.</p> <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures. <p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations, members of the public and adverse weather conditions.</p>

Unit No. Y/104/0336:
Repair or Encapsulate Asbestos Materials

Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none">– repair materials– adhesives and tapes– encapsulating materials– fixings– hand and/or power tools and equipment. <p>Methods of calculating quantity, length, area and wastage associated with the procedure to repair asbestos-containing materials.</p> <p>Security procedures Workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit Y/104/0336 Repair and Encapsulate Asbestos Materials

PC1

- Work Plan
- Standard Work Procedures
- Non-Asbestos Risk Assessment
- COSHH Risk Assessments

PC2

- Company Procedures
- Mask Inspection Sheets
- Method Statement
- Risk Assessments
- PPE Requirements
- Access equipment inspection records
- Equipment records for use as appropriate
- Emergency Procedures/own authority to rectify situation

PC3

- Specialist PPE requirements relevant to work
- Cleaning equipment and materials relevant to constructing and dismantling working enclosures
- Materials relevant to removing asbestos
- Tools and equipment appropriate to asbestos removal

PC4

- Enclosure construction
- Evidence of pre-clean
- Evidence of transit route containment
- Environmental protection arrangements

PC5

- Method Statement: Plan of Work – Sketch
- De-contamination Unit requirements
- Negative-air requirements
- Plant and equipment requirements specific to asbestos removal

PC 6

- Programme of Work
- Method Statement

Unit No. D/103/6224:
Operate Plant or Machinery for Accessing

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and/or using materials, components and equipment with the plant or machinery operations
- setting up, operating and shutting down of plant or machinery for accessing

Performance Criteria	Scope of Performance
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Interpret the given operating information relating to the use of plant or machinery and confirm its relevance.	Interpretation of drawings, specifications, schedules, method statements, manufacturers' information, related to the plant or machinery operations and the work to be carried out.
2 Organise with others the sequence in which the work is to be carried out.	Organisation of own work. Communication with team members and other associated occupations about the plant or machinery operation and the work to be carried out.
3 Comply with the relevant, current legislation, special legal status documents, official guidance and organisational procedures to maintain safe work practices.	Avoid hazards by following given safety information, including the use of personal protective equipment (PPE) to carry out the activity in accordance with legislation, Approved Codes of Practice and/or organisational requirements. Safe use and storage of plant, machinery, tools and equipment.
4 Request resources to sustain plant or machinery operations to complete the programme of work.	Follow organisational procedures for the requisition of consumables, materials and other resources.

Unit No. D/103/6224:
Operate Plant or Machinery for Accessing

Performance Criteria (continued) You must be able to:	Scope of Performance (continued) Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
5 Select plant or machinery resources for the methods of work and operations to be carried out.	Selection of resources associated with own work: – tools and ancillary equipment and/or accessories.
6 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.
7 Comply with the given contract information to carry out the work efficiently to the required specification.	Work skills to: – check, adjust, communicate, manoeuvre, position, access and set down. Use and maintain: – hand tools – ancillary equipment and and/or accessories. Operate plant or machinery for accessing to given working instructions relating to ONE of the following categories of plant or machinery: – mobile elevated working platforms – mast climbers. Shut down and secure plant or machinery.
8 Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. D/103/6224:
Operate Plant or Machinery for Accessing**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Organise with others</i></p> <p>Communication of ideas between team members.</p> <p>Organisation of resources in conjunction with the progress of work.</p> <p>Skills required to carry out the work.</p> <p><i>Performance Criteria 3</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation, Approved Codes of Practice and official guidance and how it is applied.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for <i>plant and/or machinery</i>, tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Communication Discussions, sketches and briefings.</p> <p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p>Hazards Those identified by method of work, risk/COSHH assessments, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, specifications, schedules, method statements, manufacturers' information and regulations governing the operation of plant or machinery for accessing.</p> <p>Legislation, Approved Codes of Practice and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p>Maintenance Operative care of plant or machinery, hand tools and ancillary equipment.</p>

Unit No. D/103/6224: Operate Plant or Machinery for Accessing

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 4</i> <i>Request resources</i></p> <p>The organisational procedures for requisitioning consumables and other resources.</p> <p><i>Performance Criteria 5</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with plant resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 6</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p>	<p>Methods of work</p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work, to:</p> <ul style="list-style-type: none"> – identify the characteristics of the plant and machinery appropriate to the accessing operation – carry out performance checks for accessing operation – identify with area of access operation – carry out pre-operational checks for obstructions, stability, of the work and surrounding area – check to avoid damage to structures and utilities service apparatus – position, set up and secure plant or machinery for accessing operations – operate, manoeuvre, position and set down safety and securely – shut down and secure plant or machinery – use hand tools, ancillary equipment and accessories. <p>Team work and communication.</p> <p>Needs of other occupations associated with operating plant or machinery for accessing.</p> <p>Personal protective equipment (PPE)</p> <p>Occupational use, types, purpose of each type and work situations.</p> <p>Problems</p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> – own authority to rectify – organisational reporting procedures.

**Unit No. D/103/6224:
Operate Plant or Machinery for Accessing**

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 7</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of <i>plant and/or machinery</i>, tools and equipment is carried out.</p> <p><i>Performance Criteria 8</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Programme Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Materials, components and equipment for plant or machinery for accessing relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none"> – consumables, lubricants, fuels – attachments and accessing aids – hand tools, ancillary equipment and/or accessories. <p>Methods of calculating weight, bearing, pressure, quantity, length and area associated with the method/procedure to operate plant or machinery for accessing.</p> <p>Security procedures Site, workplace, company and operative.</p> <p>Skills Own occupation and occupations related to the work.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

Unit D/103/6224 Operate Plant or Machinery for Accessing

PC1

- Work plan
- Method statement
- Manufacturers data sheets
- COSHH Assessments
- Emergency procedures
- Environmental Protection

PC2

- Team briefings
- Tool box talks
- Method statements
- Emergency procedures
- Risk assessments
- Work sequencing

PC3

- Method statement
- PPE inspection records
- Other inspection records
- Working plan
- LOLER compliance records
- Plant and equipment storage arrangements

PC4

- Organisation procedures
- Materials/equipment request records
- Pre-start checks
- Inspection records
- Daily checks and records

PC5

- Method statement
- Risk assessments

PC6

- Exclusion zones
- Manufacturers instructions
- Operational procedures
- PPE
- Risk assessments
- Separation of waste materials
- Labelling of waste materials
- Daily inspection records
- Environmental Protection

PC7

- Manufacturing instructions
- Operational procedure
- Risk assessments
- PPE
- Company procedures
- Plant and equipment maintenance records
- Selection of correct plant and equipment
- Daily inspections
- Pre-use checks
- Method statement

PC8

- Programme of work
- Method statement

Unit No. M/103/3716:
Operate Specialised Powered Tools and Equipment

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and preparing specialised powered tools and/or ancillary equipment
- operating specialised powered tools and equipment

Performance Criteria You must be able to:	Scope of Performance Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1 Interpret the given information relating to the work and use of powered tools and equipment to confirm its relevance.	Interpretation of drawings, specifications, risk assessments, method statements, legislation, Codes of Practice, operating instructions and manufacturers' information, related to the work to be carried out.
2 Comply with the relevant, current legislation, special legal status documents, official guidance and organisational procedures to maintain safe work practices.	Avoid hazards by following given safety information, including the use of personal protective equipment (PPE) to carry out the activity in accordance with legislation, Approved Codes of Practice and/or organisational requirements. Safe use and security of powered tools and equipment. <i>Safe use of fire extinguishers, as appropriate to the fire.</i>
3 Request resources to sustain powered tools and/or equipment operations to complete the programme of work.	Request resources to sustain powered tools and/or equipment associated with own work: <ul style="list-style-type: none">– fuel/power source– lubricants– consumables.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

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Performance Criteria (continued)	Scope of Performance (continued)
<p>You must be able to:</p> <p>5 Carry out pre-use preparation inspections on powered tools and/or equipment in accordance with given procedures.</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i>.</p> <p>Work skills to:</p> <ul style="list-style-type: none">– measure, align, assemble, fit, level, position, check, secure, connect and adjust. <p>Use and maintain:</p> <ul style="list-style-type: none">– power units– tools– ancillary equipment. <p>Prepare the power unit tool(s) and/or ancillary equipment to given working instructions.</p>
<p>6 Operate powered tools and/or equipment in accordance with safe working practices to achieve the work outcome.</p>	<p>Work skills to:</p> <ul style="list-style-type: none">– start, stop, replenish, control and clean. <p>Use and maintain:</p> <ul style="list-style-type: none">– power units– tools– ancillary equipment. <p>Operate and monitor power unit and associated equipment to given working instructions, relating to:</p> <ul style="list-style-type: none">– continual running– closing down– cleaning. <p>Return powered tools and equipment to a safe operational condition on completion of work.</p> <p>Disassemble power unit, tools and ancillary equipment.</p>

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Operate Specialised Powered Tools and Equipment**

<p>Knowledge and Understanding relating to Performance Criteria</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding</p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The operating information and legislation appropriate to the <i>powered tools and/or equipment</i>.</p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>The types of fire extinguishers and how and when they are used.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for <i>powered tools and/or equipment</i> and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: <ul style="list-style-type: none"> – fires, spillages, injuries – relating to the occupational activity. </p> <p>Fire extinguishers Water, CO₂, foam, powder and their uses.</p> <p>Hazards Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Drawings, specifications, risk assessments, method statements, legislation, Codes of Practice, manufacturers' information and operating instructions.</p> <p>Legislation and official guidance This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: <ul style="list-style-type: none"> – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. </p>

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Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) The knowledge and understanding evidence should relate to the occupational area being assessed.
<p><i>Performance Criteria 3</i> <i>Request resources</i></p> <p>The organisational procedures for requisitioning consumables and other resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Pre-use preparation</i></p> <p>The methods of work for pre-use checks needed before operating <i>powered tools and/or equipment</i>.</p> <p>The method of work preparation required before using <i>powered tools and/or equipment</i>.</p> <p><i>Performance Criteria 6</i> <i>Use of tools and equipment</i></p> <p>How methods of work are carried out and problems reported.</p>	<p>Methods of work Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none">– prepare, position and set up for work– secure accessories and tool attachments– carry out pre-use checks to manufacturers' and suppliers' information/procedures– operate, use and control– monitor and maintain– close down and secure– disassemble– transport and/or store. <p>Team work and communication.</p> <p>Needs of other occupations associated with operating power units, tools and/or equipment.</p> <p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none">– own authority to rectify– organisational reporting procedures. <p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none">– power source/fuels– consumables/lubricants. <p>Security procedures Site, workplace, company and operative.</p>

The Evidence Requirements shown below are not exhaustive. Typical items of evidence are shown that should be naturally occurring within the candidate's workplace. Assessors can use other forms of evidence where it exists to confirm the candidate's competence, knowledge and understanding.

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PC1

- Method statement
- Risk assessment
- COSHH assessment
- Manufacturers instructions
- Applicable legislation
- Approved Codes of Practice
- Safe working practice

PC2

- Method statements
- Risk assessments
- Selecting appropriate PPE
- Fire risk assessments
- COSHH
- Emergency procedures

PC3

- Daily checks/procedures
- COSHH
- Requisition tickets

PC4

- Exclusion zones
- Manufacturers instructions
- Operational procedures
- PPE
- Risk assessments
- Separation of waste materials
- Labelling of waste materials
- Daily inspection records
- Environmental Protection

PC5

- Manufacturers Instructions
- Daily/Weekly check procedures
- LOLER
- Work procedures
- HSE guidance documents

PC6

- Manufacturer instructions
- Manufacturer Data sheets
- Risk assessments
- Method statements
- Company operational procedures
- Cleaning procedures
- COSHH
- Disposal of waste materials
- Labelling of waste materials